

Application form for a Neighbourhood Forum

Please complete this form with the information that Southwark Council requires for an application for a neighbourhood forum.

Name of Neighbourhood Forum

Chair of Neighbourhood Forum

Contact details for Neighbourhood Forum.....

Question	Neighbourhood Forum Response	Council officer comment
How have you considered different routes to achieving your ambitions for your neighbourhood?		
What are the opportunities and benefits of producing a Neighbourhood Plan for your area?		
How does your proposal relate and effect other existing Neighbourhood Forums in the surrounding area? Does it support or conflict with their policies? If so how?		
What is the neighbourhood area to which the Neighbourhood Plan will relate? <i>Map and text please.</i>		

<p>Have you consulted a range of local people, partners, businesses, community groups, residents, councillors and other stakeholders to assess levels of interest? What did they say? Where did they think the boundary should be? How did they relate to the proposed neighbourhood? How many did you consult? What were the demographics?</p>		
<p>How have you resolved conflict with other groups who have issues with your proposal?</p>		
<p>What are the resource implications (time and money) of producing a Neighbourhood Plan? How will you provide them?</p>		
<p>When and how did you involve Juliet Seymour (Planning Policy Manager) juliet.seymour@southwark.gov.uk to clarify the support it can offer under its duty to support?</p>		
<p>Who are the 21 members of your neighbourhood forum? Do you have a resident, business and ward Member on the forum? How is this group representative of the demographics of</p>		

<p>the proposed area?</p> <p><i>Please list the names and addresses at the end. I will contact the members for them to agree that they are on the Neighbourhood Forum.</i></p>		
<p>How does your neighbourhood forum reflect the needs of the people in the local area ensuring equal opportunities for all</p>		
<p>Section 61F(5) of the Town and Country Planning Act 1990 sets out the qualifying criteria for neighbourhood forums, namely a community group or organisation established with the express purpose of promoting the social, economic and environmental well-being of a particular neighbourhood area (a forum may also be constituted from trades, professions or other businesses in such an area).</p> <p>The legal requirements are summarised below for ease of reference.</p> <p>Please state how your proposed forum will meet the following criteria:</p> <p>2a) Your forum is established for the</p>		

<p>expressed purpose of promoting or improving the social, economic and environmental well-being of an area that consists of or includes the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area</p> <p>2b)The membership of the forum includes a minimum of 21 people, consisting of people who live and/or work in the area, and elected members of the London Borough Council</p> <p>2c)The forum has a written constitution</p>		
<p>How will this Neighbourhood Forum prepare a plan that complies with the Development Plan?</p>		
<p>Please enclose your constitution. We would recommend that this should meet the standards set out by the charity commission. This is required for us to make a decision on whether the group could operate as a Neighbourhood Forum.</p>		

Checklist

1. Have you enclosed the name of your neighbourhood forum?
2. Have you enclosed the name of your neighbourhood area?
3. Have you enclosed a map of the (proposed) neighbourhood area?
4. Have you enclosed your constitution?
5. Have you enclosed the names and contact details of your chair and members?
6. Have you enclosed how you will meet the legal aspects of the Act, such as setting out how you will improve the social, economic and environmental characteristics of the area? Are you confident that you will comply with the Development Plan?

NB This application form is based on the DCLG Good practice guidance prepared by Locality <http://locality.org.uk/wp-content/uploads/Roadmap-worksheets.pdf>